



REPUBLIC OF VANUATU
**NATIONAL ADVISORY BOARD ON CLIMATE
CHANGE AND DISASTER RISK REDUCTION**

C/- VANUATU METEOROLOGY AND
GEO-HAZARDS DEPARTMENT

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TERMS OF REFERENCE

Short Term Consultancy Services

***Community Engagement Contractor for the Vanuatu GCCA Activity on Enhancing National
Awareness on Climate Change Vulnerability: Climate Finance Mapping***

INTRODUCTION

Climate change will have a significant impact on the livelihoods and living conditions of the poor in all developing countries, particularly those with high current levels of exposure to climate extremes like cyclones, floods and droughts. Long-term changes in climate will disproportionately affect regions in the more humid tropics like Vanuatu. Within these areas, the effects of climate change vary across islands, farming and food systems, households, and individuals of different age and gender. Moreover, other simultaneous global changes, including changing trade patterns and energy policies, have the potential to exacerbate the negative effects of climate change on some systems and groups. Thus, national awareness, delivered through the most effective information dissemination mediums, at all levels, across sectors and all groups is critical to effect informed decisions and build resilience.

The EU Global Climate Change Alliance (GCCA) budget line has identified the Vanuatu NAPA for financial support to implement the adaptation priorities identified in the NAPA. Accordingly, part of the funding under this envelope is allocated to support Government of Vanuatu capacity for partner-dialogue and coordination on climate change and disaster risk reduction. Funding is also allocation to develop a national Information and Communication Strategy on Climate Change and Disaster Risk Reduction.

In support of these activities, the National Advisory Board on Climate Change and Disaster Risk Reduction wish to engage a consultant to undertake a stakeholder and climate finance mapping activity. The position is funded under Programme Estimate PE GCCA No. 01 Addendum 01.

OBJECTIVES

The objectives of the contract are to:

- Through a desk study and consultation within Port Vila and in provincial centres, develop a comprehensive, up-to-date and easily understood map of organisations working in CC and DRR in Vanuatu
- Through a desk study and consultation within Port Vila and in provincial centres, develop a comprehensive, up-to-date and easily understood summary of current and planned CC and DRR financing operating in Vanuatu.

SCOPE OF WORK

Services required

The Community Engagement Contractor will map climate change and DRR activities, programs, funding flows and organizations in Vanuatu. This will include all organizations such as the Vanuatu National Government, Vanuatu Provincial Government, NGOs, Civil Society Organizations including Churches, and Donor Agencies. The Stakeholder and Climate Finance map will be completed through a desk study of existing documentation, meetings with national and provincial representatives (conducted at the same time as consultation on the Information and Communication Strategy), and development of materials which provide an accessible and updatable reference for determining CCA and DRR actors in Vanuatu. These materials will be used by NAB, VMGD, NDMO, Vanuatu Government and partner organizations to plan and coordinate future climate change and disaster risk reduction activities. The material will also provide a platform for ongoing dialogue on who is operating where and carrying out what activities to ensure that duplication does not occur.

The Consultant will be responsible for the following tasks:

- i. In consultation with the NAB and Project Management Unit design an appropriate process for mapping leading to the desired results;
- ii. A desk study of previous reports and databases on CC and DRR activities and funding within Vanuatu (reports and database outputs to be supplied to the Contractor by VMGD)
- iii. Organise a meeting / consultation program based around dates of travel for the planned consultation on the Information and Communication Strategy;
- iv. Meet with relevant stakeholders in Port Vila and provincial locations and facilitate mapping exercises for workshop days;
- v. Produce a draft climate financing map / table;
- vi. Finalise the climate financing map / table following feedback from NAB / PMU, VMGD and NDMO and any key stakeholders identified.

Timing and duration

The planned starting date of the consultancy is October 2012. The total expert input is 20 person-days, consisting of:

- 5 days desktop study
- 10 field days in meetings and workshops held in Port Vila and the provinces
- 5 days write up including revision from feedback.

THE CONTRACT WILL MAKE PROVISION FOR TRAVEL COST AND PER DIEM

Outputs

The consultancy shall produce the following outputs:

- a comprehensive, up-to-date and easily understood map of organisations working in CC and DRR in Vanuatu
- a comprehensive, up-to-date and easily understood summary of current and planned CC and DRR financing operating in Vanuatu

EXPERTISE REQUIRED

Qualifications and skills

- A university degree in a field directly relevant to the tasks stipulated above: social research; community development; economics or equivalent studies pertinent to the envisaged assignment
- A minimum of five (5) years of relevant professional experience, including proven experience with mapping processes for at least two activities of a similar nature;
- Computer skills able to produce representations of the stakeholder map and financing map (either pictorially or in an accessible narrative form);
- Proficiency in English and Bislama or French is essential.

MANAGEMENT, COORDINATION AND REPORTING ARRANGEMENTS

Management

This contract will be located at the Vanuatu Meteorology & Geo-hazards Department, Port Vila, Efate, Vanuatu. Travel to other Provinces may also be expected.

Supervisor

The Supervisor will be Imprest Administrator GCCA Component A.

Reporting

➤ *Language*

Reports should be presented in the English language; a glossary of acronyms and technical term used must be included.

➤ *Submission timing*

- The draft climate finance map should be submitted within three working days after the completion of all consultations;
- The finalised maps should be submitted within three working days of receipt of feedback.

➤ *Number of report(s) copies*

- Two hard copies and an electronic copy of the map will be addressed to the Supervisor (Imprest Administrator, GCCA).
- The Supervisor will transmit the electronic version of each report to the EU Delegation.

Note that formal engagement is subject to final approval of project funding. Confirmation of approval is expected shortly. For further information, please contact Kathy Kanas on kkanas@meteo.gov.vu.

To apply for this position, send your application letter, resume and the names and current contact details of two referees by 4:00pm by **Monday 19 November** via email to Kathy Kanas (address above), or by mail to:

Vanuatu Meteorology and Geo-hazards Department
PMB 9054, Port Vila